

To: CN=Gary Foley/OU=RTP/O=USEPA/C=US@EPA[]
Cc: CN=Steve Hawthorn/OU=ADA/O=USEPA/C=US@EPA;CN=Ann Keeley/OU=ADA/O=USEPA/C=US@EPA;CN=David Jewett/OU=ADA/O=USEPA/C=US@EPA;CN=Kelly Smith/OU=ADA/O=USEPA/C=US@EPA;CN=Joe Williams/OU=ADA/O=USEPA/C=US@EPA[]; N=Ann Keeley/OU=ADA/O=USEPA/C=US@EPA;CN=David Jewett/OU=ADA/O=USEPA/C=US@EPA;CN=Kelly Smith/OU=ADA/O=USEPA/C=US@EPA;CN=Joe Williams/OU=ADA/O=USEPA/C=US@EPA[]; N=David Jewett/OU=ADA/O=USEPA/C=US@EPA;CN=Kelly Smith/OU=ADA/O=USEPA/C=US@EPA;CN=Joe Williams/OU=ADA/O=USEPA/C=US@EPA[]; N=Kelly Smith/OU=ADA/O=USEPA/C=US@EPA;CN=Joe Williams/OU=ADA/O=USEPA/C=US@EPA[]; N=Joe Williams/OU=ADA/O=USEPA/C=US@EPA[]
From: CN=Mary-Sue McNeil/OU=ADA/O=USEPA/C=US
Sent: Fri 1/18/2013 3:54:14 PM
Subject: Re: Proposed Agenda for Ada Trip (1/29)

Gary,
 Have looked over the agenda. The main concern I see, is the time allotted for each branch to go over topics. When I look at the entire agenda, I see there is really not much room for more time. Does Cindy Paul need to have the analytical contract do a part of the lab tour?

Not sure who you have picking up lunches. I assume me or Rebecca. I would like to set down next week with you and go over logistics to make sure we have everything lined out (rooms reserved, projectors, etc).

Mary Sue

From: Gary Foley/RTP/USEPA/US
To: Steve Hawthorn/ADA/USEPA/US@EPA, Ann Keeley/ADA/USEPA/US@EPA, Kelly Smith/ADA/USEPA/US@EPA, David Jewett/ADA/USEPA/US@EPA
Cc: Mary-Sue McNeil/ADA/USEPA/US@EPA, Alice Gilliland/CI/USEPA/US@EPA, Cynthia Sonich-Mullin/CI/USEPA/US@EPA, Brian Kleinman/CI/USEPA/US@EPA, Joe Williams/ADA/USEPA/US@EPA, Dominic Digiulio/ADA/USEPA/US@EPA
Date: 01/17/2013 10:05 AM
Subject: Proposed Agenda for Ada Trip (1/29)

I met with each of you yesterday to discuss the visit of Ramona, Cindy, Alice and Jennifer to Ada.

Here is a proposed agenda for you to comment on.

Please today draft sub-agendas for your meetings based on our discussions. For Ann and Kelly, please prepare the one-pagers focussing on project impacts as soon as you can.

Steve, we can discuss this at 11:00 today.

Sub-agendas needed from

Dave -- HF Meeting with Alice; also revise the title for the afternoon presentation if you wish

Dave, Dom, Kelly -- agree on the science questions that will serve as an outline for the Pavillion presentation.

Steve -- Meeting on Admin/staffing issues

Ann -- Branch Meeting, short presentations on projects/potential impacts

Kelly -- Branch Meeting, short presentations on projects/potential impacts

Joe -- Your meeting with Cindy; is there anyone else that needs to be a part of it?

Thanks,

Gary

[attachment "Proposed Agenda for Ada Trip Jan 29 2013 - GJF.docx" deleted by Mary-Sue McNeil/ADA/USEPA/US]